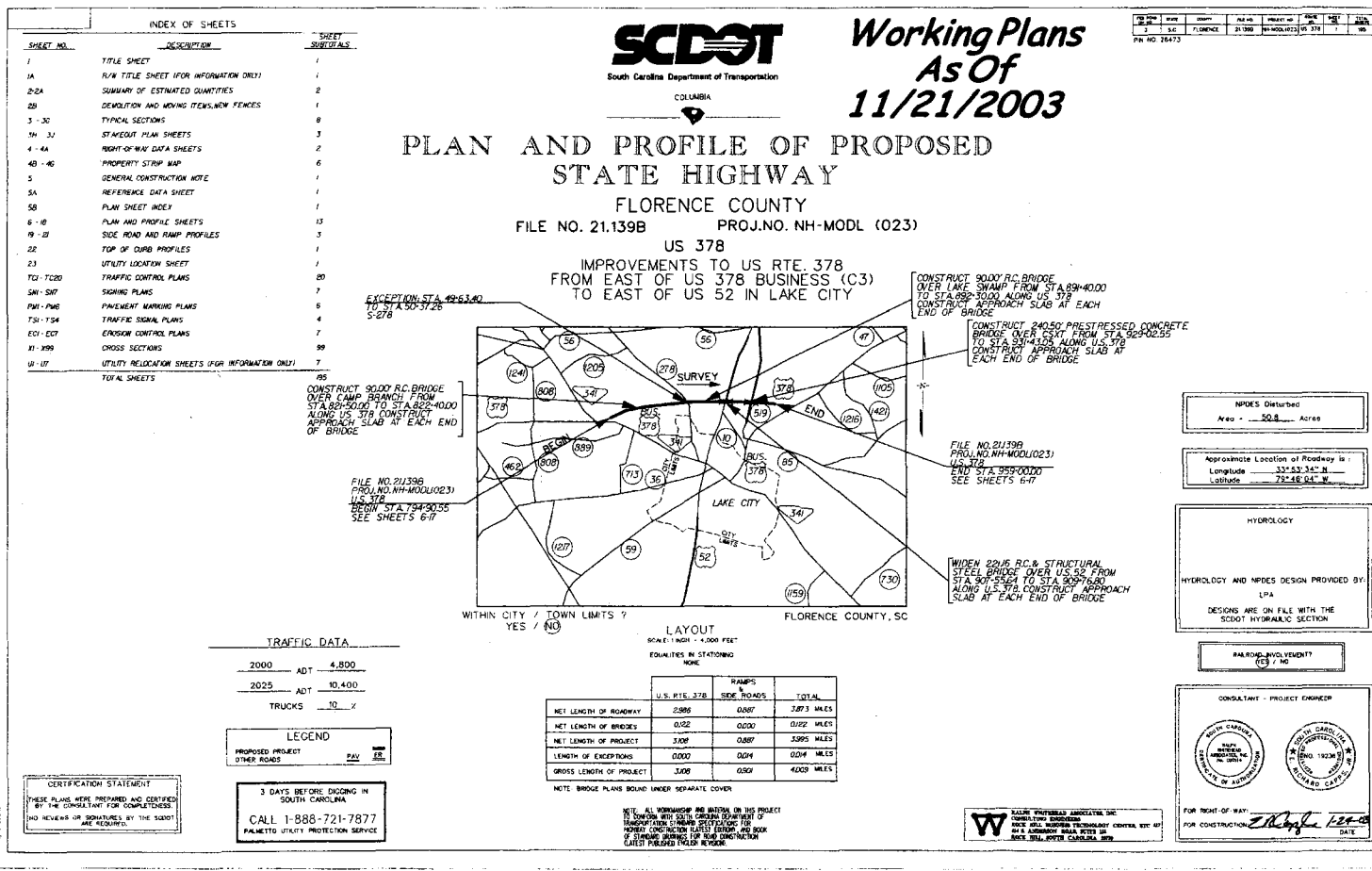


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Construction Extranet



Certified Public Manager Program
Research Project
February 2nd, 2005

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Introduction

The mission of SCDOT is to provide a safe and efficient transportation system for the movement of people and goods in South Carolina. We build and maintain roads and bridges as well as provide for mass transit services consistent with the needs and desires of the public. To accomplish this mission, SCDOT bids dozens of construction projects each month. Prime contractors as well as sub-contractors and vendors can use SCDOT's Internet site to view a list of upcoming projects (called "lettings"). Contractors can also use the Internet to view a list of quantities for each project and place their bids. However, currently the plans associated with each project are only available by ordering a paper set from the DOT's Engineering Publications office. The plan sets can be picked up locally in Columbia or mailed to the customer.

Statement of Need

The DOT would like to provide Contractors an easier way to view letting plans in an effort to increase awareness of DOT projects. Currently, Contractors must purchase plans to determine if they wish to bid on a particular project. Because one set of plans can cost several hundred dollars, smaller Contractors may not be willing to make this investment. By providing plans electronically free or at a low costs, we anticipate increased exposure which should help increase competition and, therefore, lower construction cost. The purpose of this CPM project is to research the different possibilities for providing plans on the Internet and to determine the need for this service.



Operational Definitions

To clarify terms used in this document, the following operational definitions are provided.

Contractors is a general term used to describe *Prime Contractors* who place bids for DOT's construction projects, *Sub-Contractors* who work for the Prime Contractors, and *Vendors* who provide material to the Prime and Sub-Contractors.

Lettings is a term used to describe when the sealed bids are opened and read aloud publicly. Typically SCDOT has at least one letting each month which is held the 2nd Tuesday of the month.

Addendums are additional information providing by SCDOT after the project information is originally posted. Addendums can contain only information in the form of 8.5"x11" documents, or it can also contain additional/revised plan sheets.

Extranet is defined by the American Heritage Dictionary of the English Language as "an extension of an institution's intranet, especially over the World Wide Web, enabling communication between the institution and people it deals with, often by providing limited access to its intranet".

Construction Extranet is the specific name given to the Information Technology system to be used to provide letting plans over the Internet.

Information Sources

To provide letting plans on the Internet, we first researched how other DOTs may be providing plans electronically.



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Currently North Carolina DOT is providing plans on their Internet using an in-house designed system. These plans can be accessed by anyone, but the user has to download each individual sheet for a set of plans. This means that, if a plan set has 200 sheets, the user must download 200 separate files to complete a plan set.

Georgia DOT is also providing plans on the Internet using a company called Info Tech (www.Bidx.com). Info Tech collects electronic bids from Contractors for many DOTs across the nation, including SCDOT. Info Tech has recently starting offering to provide plan sets to Contractors at an additional cost to the Contractors of \$99.00 per month. For larger prime contractors who need sets of plans every month, this money is a small investment. However, SCDOT's Construction office is concerned that many small sub-contractors and vendors will not be willing to spend this money each month depending upon how much business they currently do with SCDOT.

To provide a low cost solution for Contractors and to provide a way to add additional features in the future, it was decided to continue researching a way for SCDOT to provide the letting plans instead of using a 3rd party vendor.

Methodology

To determine the best method to provide letting plans over the Internet, we need to answer the following questions:

1. Is there a demand for this service (i.e., will Contractors use the Internet to view plans)? Although SCDOT has had several verbal requests from Contractors to provide plans electronically, it was decided that a written survey of Contractors should be taken and analyzed to determine their specific needs and ability to download plans.



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2. Who within SCDOT will be responsible for posting plans to the Internet? To answer this question, I had to first analyze the current workflow used to produce paper plans. This information will be used to determine where best to add the step of posting plans to the Internet and how best to perform this procedure.
3. Are any features needed in addition to providing letting plans to Contractors? If additional features are needed, it is important to document them now so they can be taken into consideration when choosing the software.
4. What software will be needed and who will customize it? To answer this question, I will first review software currently used within SCDOT and then, if needed, review other software to determine the best fit for the present and future.

Results

Survey Results - Is there a demand for this service?

To determine the needs of the Contractors, an 11 question survey was designed and distributed in three ways. First, it was distributed by DOT's Engineering Publication office to Contractors who purchased plans during a 6 week period. Secondly, surveys were distributed by the Carolinas AGC (Associated General Contractors) to Contractors who work on DOT construction projects or have an interest in such work. Lastly, the survey was published on the Internet for Contractors to complete online. All of the paper surveys that were distributed included a postage paid return envelope.



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In all, **52** surveys were completed and returned to SCDOT. These surveys are shown in Appendix A. Below is a list of each question in *italics* along with a summary and analysis of the results.

1. *Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.*

	Prime Contractor	Sub-Contractor	Vendor
Total responses	27	27	6
Percentage	53%	39%	9%

These results were expected because the majority of Contractors who received the surveys were those that either purchased letting plans or are Carolina AGC members.

2. *About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? _____ per year.*

Combined # of projects	Average among 52 surveys	Range of answers
1038	20	0 - 75

Only one vendor answered that they have not worked on at least one SCDOT construction project. The median number of projects was 10.

3. *About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? _____ per year.*

Combined # of bids	Average # of bids	Range of answers
870	20	4 - 100



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Surveys where the respondent did not identify themselves as Prime Contractors were not included in the results of question 3.

4. *About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? _____ per year.*

Combined total sets of plans	Average	Range of answers
2226	44	0 - 300

5. *During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?*

	Yes	No
Total responses	47	3
Percentage	94%	6%

94% of Contractors have purchased plans and then not used them during the past 2 years.

6. *If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?*

Combined total sets of plans	Average # of plans per Contractor	Range of answers
388 over 2 years or 194 per year	8	0 - 30

It was noted that of the 2226 sets of plans per year purchased by these 52 Contractors (question 4), **194 plan sets (8.7%) were not used.**



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7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

	Probably would not use	1 - 5 sets annually	6 - 10 sets annually	11 - 15 sets annually	16 - 20 sets annually	> 20 sets annually
Total responses	6	4	3	8	7	20
Percentage	12%	8%	6%	16%	14%	43%

Of the 52 respondents, **88%** would use the Internet to view letting plans for upcoming construction projects.

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

	View on screen only	View on screen and print those of interest	Print all plans that I download
Total responses	0	32	14
Percentage	0%	70%	30%

As with most electronic documents, users prefer to print a copy if it is a long or detailed document that will take more than a couple of minutes to read.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

	Laser or Inkjet Printer	Half scale (12" x 18") capable Printer	Large format (36" or greater) plotter
Total responses	17	22	13
Percentage	33%	42%	25%



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SCDOT plan sets are typically 36" wide by 22" tall. To be able to read the details when printed, it is recommended they be printed at no less than ½ the original size. Based on the results of this survey, 2/3 or 67% of Contractors currently have printers capable of printing at least ½ size plots.

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

	Dial Up	ISDN	DSL / Cable	T1 or better
Total responses	4	2	20	15
Percentage	9%	4%	55%	32%

Due to the number of plan sheets, a file containing a set of plans is usually large in size. Downloading such a file will require more than standard dial-up Internet access. Of those responding to this survey, **91%** have an Internet connection capable of downloading large files.

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

	Yes	No
Total responses	33	7
Percentage	83%	17%

Who within SCDOT will be responsible for posting plans to the Internet?

After engineering completes a set of plans for a particular construction project, the original 22" x 36" plan sheets are printed and signed. These signed sheets are then scanned



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by the Engineering Reproduction office and electronically saved. While several engineering offices create original plan sheets (e.g., Road Design, Bridge Design, Traffic Engineering), all original sheets are sent to the Engineering Reproduction office for scanning and printing. Engineer Reproduction is the office responsible for producing all plan sets and addendum plans sheets for distribution to SCDOT personnel and Contractors. Therefore, it was decided that this office is the most logical office to post these plans to the Internet.

Although Engineering Reproduction already scans all plan sheets into an electronic format, the scanned images are saved as a CALS format. CALS format is an older raster format similar to JPG. However, CALS format is not commonly supported by most computers and, therefore, would not be a good file format to provide to Contractors unless SCDOT also provides a viewer. Therefore, I developed a program for the Engineering Reproduction office to use to convert these CALS images. This small program takes all CALS images relating to a particular plan set (ranging from 20 to 500 or more separate CALS files) and converts it into one PDF file that has multiple pages. This PDF file can range in size from 10MB to over 500MB.

Are any features needed in addition to providing letting plans to Contractors?

While the primary goal of the Construction Extranet is to provide plans electronically to the Contractor community, several other features were identified during meetings with the Director of Construction's office. The Construction office is responsible for posting the letting information, posting addendums, and for opening the bids. The following is a list of additional features identified as needed immediately along with the posting of letting plans.



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1. For a Contractor to be allowed to bid on a construction project, he/she must obtain a set of plans. Currently, when a Contractor orders a set of plans for a particular project, this contractor is added to a "plan holders" list. If that Contractor places a bid for this project, the SCDOT uses the plan holders list to confirm that the Contractor has received the set of plans. This is done to ensure no Contractor bids on a project using only the 8.5"x11" contract documents.

If Contractors are allowed to download letting plans from the Internet, some may print their own paper copies and never order a set from SCDOT. If this happens they will not be listed on the plan holders list unless the Construction Extranet software is able to track who is downloading which sets of plans. Therefore, the ability to record which Contractors have downloaded plans for construction projects was identified as necessary.

2. In addition to using the plan holders list to verify a Contractor is eligible to bid on a project, the plan holders list is also used to notify Contractors when an addendum has been published. This is done to make certain any potential bidder has the most current set of plans when developing their bids.

It was decided that all plan sheet addendums will be posted to the Construction Extranet. Addendums are typically 1 to 10 plan sheets and, therefore, the PDF file is much smaller in file size than the original full set. This will allow Contractors to download these revisions quickly. However, if a Contractor downloads the original full set and then doesn't check back often to look for addendums, he/she may bid on a project using out dated plan sheets. Therefore, the Construction Extranet must automatically notify Contractors by email when an addendum is posted for download.



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3. The goal of the Construction Extranet is increased exposure of SCDOT projects to Contractors, increase competition and, therefore, lower construction cost. In addition, if more sub contractors and vendors are able to communicate there interest in working with prime contractors (and visa-versa), then the increased competition among sub contractors and vendors may help lower the cost to prime contractors who can then lower the bids to SCDOT. To help achieve this, it was decided that the Construction Extranet should provide a means for all Contractors to post their interest in working on a particular construction project. Contractors should also have the ability to search these posting and then contact other prime contractors, sub contractors, and vendors as needed. Below is a sample report showing a sub contractor who is interested in providing fencing work and a prime contractor who is in need of concrete work by sub contractors.

SCDOT Construction Extranet Contractor Postings

Letting Date: 02/08/2005

File Number: 24.2004

Region: District 2

Description: I am interested in providing quotes for the fencing work on this project.

Company: Anderson Concrete Company

Name: Todd Anderson

Address: 955 Park Street, room G-14 Columbia SC 29201

Phone: 803-737-1383

Email: andersonrt@scdot.org

Letting Date: 02/08/2005

File Number: 42.143B.01

Region: District 4

Description: I am looking for quotes for all concrete work on this project.

Company: Mahoney Construction

Name: Todd Anderson

Address: 955 Park Street, room G-14 Columbia SC 29201

Phone: 803-737-1383

Email: andersonrt@scdot.org

What software will be needed and who will customize it?

As detailed above, the software must be capable of handling large files. It should allow Contractors to search for plan sets by the letting date or project number which are two identifying items already available on the Internet and commonly used by Contractors. Finally it should provide the additional functionality described in the previous section of this report.

Before reviewing software or services not currently in use at SCDOT, it was decided to first ascertain if any software currently in use at SCDOT could be used to provide the Construction Extranet.

SCDOT is currently implementing an Electronic Document Management System using Microsoft's Sharepoint portal technology. Sharepoint is web based software that was built to provide for collaboration over the Intranet or Internet and is open ended to modifications as needed. Sharepoint provides, out of the box, the basic document management features needed by the Construction Extranet along with the ability to limit access to those Contractors with valid usernames and passwords and track their usage within the system.

Because Sharepoint can perform many of the requirements of the Construction Extranet with little modifications and the software was already owned by SCDOT, Sharepoint was chosen as the foundation to build the Construction Extranet. The company currently helping SCDOT implement its internal document management systems was chosen to help customize Sharepoint to meet the needs of the Construction Extranet.

Summary and Conclusions

To summarize this study, it was determined that the Contractor community is very interested in the ability to download letting plans over the Internet based on a survey of 52 Contractors. The survey also showed that, by providing plan sets electronically, fewer plans sets may need to be printed and purchased. Of those responding to the survey:

- 88% would download plans if available.
- 91% have an Internet connection capable of downloading large files.
- 94% have purchased plans from SCDOT and then not used them.
- 8.7% of plan sets purchased by Contractors are never used.

After reviewing the current workflow used to produce paper plans and talking with the different offices involved, it was decided that the Engineering Publication office will post all letting plans to the Internet along with follow up addendums. To help accomplish this, a program was developed to convert the current CALS images into a multi-page PDF file which Contractors can easily view using Adobe's free Acrobat viewer.

In addition to providing the letting plans electronically, several additional needed features were documented including:

- The ability to add Contractors who download plans to a plan holders list.
- The ability to notify Contractors by email if they have previously downloaded a set of plans and an addendum to that set becomes available.



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- The ability for sub-contractors and vendors to post their interest in working on a particular project and the ability for prime contractors to post their interest in receiving quotes for work on a project.

Because of the DOT's existing knowledge and licenses for Sharepoint along with the features Sharepoint provides "out of the box", this software was chosen to be the platform for the Construction Extranet. Sharepoint will provide a user log in screen and track which files the Contractors download.

Current Status of the Construction Extranet

Since the start of this research project, the Construction Extranet has been developed and is currently waiting full production on the Internet. The link to the Construction Extranet is available on SCDOT's website¹. It is currently being used only to gather the names of Contractors who would like to have an account. During this trail period, DOT's Engineering Reproduction office is loading all letting plans in PDF format to the Construction Extranet. This gives them time to familiarize themselves with the new system and gives time for any problems to be discovered. The system is estimated to be in full production by early 2nd quarter 2005.

Appendix B is a user guide which will be distributed to all users of the Construction Extranet. Appendix C is an administrative guide used by SCDOT personnel who are responsible for managing the Construction Extranet.

¹ To view the log on screen for the Construction Extranet, go to www.scdot.org, click on "Doing Business with SCDOT" and then click on "Construction Extranet" under the heading titled **Construction Letting**.

Recommendations

The following is a summary of my recommendations for enhancements to the Construction Extranet:

1. After the Construction Extranet has been in production for 6 months, a satisfaction survey should be performed to determine what Contractors like and dislike about the system. This survey can be done within the Construction Extranet since Sharepoint provides for this functionality with no additional programming.
2. 83% of those responding to the survey are interested in purchasing a CD or DVD with the entire monthly letting plans. After the Construction Extranet has been in production for several months, I recommend looking into providing this service. Since the PDF files of all letting plans are already being produced, the Engineering Reproduction office would need to go only one small step further and burn all of these files onto a DVD. We could then use a DVD duplicator to create as many copies as required. Finally, the feature of the Construction Extranet which notifies Contractors of addendums can be enhanced to notify all Contractors that have subscribed to this DVD service. These contractors would then need to use the Construction Extranet to download the much smaller addendums as needed.

Appendix A

Individual Surveys



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Survey Questionnaire

SCDOT is in the beginning phases of implementing an Internet site to allow the downloading of plan sets for upcoming construction lettings. To help us determine how much this web site may be used and what features we should consider adding, please take the time to complete this questionnaire and return in the enclosed postage paid envelope. All responses will be kept confidential and no individual answers will be shared outside of SCDOT. You may also complete this survey online at: <http://www.surveymonkey.com/s.asp?u=66537756919>

1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 36 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 10 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 6 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☐ Yes
 - ☒ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
0 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☒ Print all plans that I download. *for prime bids*

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☐ Yes, depending upon the cost
- ☒ No

12. Other Comments or Suggestions:

I would like to go to this. We quote as a specialty sub & prime i.e. Traffic Signals & Signs.



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Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 20-30 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? Each Month per year. 12
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 60-70 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☐ Yes
 - ☒ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☒ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☒ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



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Survey Questionnaire

SCDOT is in the beginning phases of implementing an Internet site to allow the downloading of plan sets for upcoming construction lettings. To help us determine how much this web site may be used and what features we should consider adding, please take the time to complete this questionnaire and return in the enclosed postage paid envelope. All responses will be kept confidential and no individual answers will be shared outside of SCDOT. You may also complete this survey online at: <http://www.surveymonkey.com/s.asp?u=66537756919>

1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 72 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 6-8 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 12 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?

3 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



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Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☐ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 25 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? N/A per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 40 per year.
5. During the past 24 moths, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
30 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☒ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☒ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



South Carolina
Department of Transportation

Survey Questionnaire

SCDOT is in the beginning phases of implementing an Internet site to allow the downloading of plan sets for upcoming construction lettings. To help us determine how much this web site may be used and what features we should consider adding, please take the time to complete this questionnaire and return in the enclosed postage paid envelope. All responses will be kept confidential and no individual answers will be shared outside of SCDOT. You may also complete this survey online at: <http://www.surveymonkey.com/s.asp?u=66537756919>

1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 50 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 100+ per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 100+ per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
6 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☒ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☒ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☒ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



South Carolina
Department of Transportation

Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 3 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 8 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 15 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
8 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☒ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☒ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:

IT WOULD BE GOOD IF PLANS WERE AVAILABLE
IN CAD, TERRAMODEL, OR MICROSTATION FORMAT
IN ORDER TO FIGURE QUANTITIES IN OUR
ESTIMATING SYSTEM(S).



South Carolina
Department of Transportation

Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☐ Prime Contractor
 - ☐ Sub Contractor
 - ☒ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 2-10 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 0 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 2-10 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☐ Yes
 - ☒ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☒ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☒ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 6 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 12 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 18 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
10 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☒ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☒ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



South Carolina
Department of Transportation

Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 4 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 10 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 20 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
4 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☒ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☒ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
☐ Prime Contractor
☒ Sub Contractor
☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 20-30 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 200+ per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
☒ Yes
☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
10-20 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☒ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☒ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



South Carolina
Department of Transportation

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? _____ 1 _____ per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? _____ 5 _____ per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? _____ 10 _____ per year.
5. During the past 24 moths, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
_____ 5 _____ times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☒ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:

WHAT SOFTWARE will be required?



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Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 8 to 12 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 12 TIMES per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? APPROX. 30 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
2 or 3 times during the past 24 months.

Continued on back





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Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
☒ Prime Contractor
☒ Sub Contractor
☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 6-10 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 12-25 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 25-30 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
☒ Yes
☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
2-5 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☒ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☐ Yes, depending upon the cost
- ☒ No

12. Other Comments or Suggestions:



South Carolina
Department of Transportation

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 70 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 12 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 70 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
20 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.
- ☐ *See Comment*

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☐ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:

Would view plans on screen, then determine which to download or order from SC DOT.



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Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 15 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 12 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 96 per year.
5. During the past 24 moths, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
3 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☒ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☒ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



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Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 20 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 25 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 30 ± per year.
5. During the past 24 moths, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
6 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☒ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

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- ☒ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:

WERE READY IF YOU ARE.



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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 3 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 10 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 35 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
5 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
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- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:

CD / DVD WOULD BE FANTASTIC !!



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 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 10 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 35 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 35 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
4 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

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- ☐ 11 – 15 sets of plans annually
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Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

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 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? +/- 30 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 10 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 6 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
5 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☒ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

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- ☒ Large format (36" or greater) printer

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- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

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 - ☒ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 5 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 15 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 40 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
12 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☒ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

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- ☐ ISDN
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- ☐ T1 or better

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- ☐ No

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 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 25/35 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 30 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 20 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
15 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
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9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

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- ☐ Large format (36" or greater) printer

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- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



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 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 10-20 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 50 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 50 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
4 6 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

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- ☐ ISDN
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 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 3 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 12 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 36 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
4 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

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- ☐ 1 – 5 sets of plans annually
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 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 25 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 11 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 33 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
5 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

would rather purchase

- ☒ I probably would not use the Internet to obtain my plans
- ☒ 1 – 5 sets of plans annually
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- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

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 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 6 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 36 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 36 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
3 times during the past 24 months.

Continued on back



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- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☒ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☐ Yes, depending upon the cost
- ☒ No

12. Other Comments or Suggestions:



South Carolina
Department of Transportation

Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 30-40 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 20 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 60-80 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
15-20 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☒ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

VIEW SMALL SETS & PRINT - ORDER CONVENTIONAL PLANS FOR LARGE PROJECTS

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☒ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable *SATELLITE*
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



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Department of Transportation

Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☐ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 50-75+ per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 10 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 15-20+ per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
5-6 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:

This would be great.
When we bid Erosion Control as a
Sub on large projects we can't justify \$300+
per set of plans - sometimes the bid is not



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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☐ Prime Contractor
 - ☐ Sub Contractor
 - ☒ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 50-60 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? N/A per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 20 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
5 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☒ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:

THIS NCDOT PDF FILE PRESENTATION FOR LETTING PLANS WORKS GOOD FOR ME. I GENERALLY ONLY BID ON STRUCTURE ITEMS. EASE OF ACCESS AND LOW (OR NO) COST FOR INFORMATION SHOULD BE THE FOCUS.



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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.

- ☐ Prime Contractor
☒ Sub Contractor
☐ Vendor

2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 5-6 per year.

3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? NA per year.

4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 15-20 per year.

5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?

- ☒ Yes
☐ No

6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?

2 or 3 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☒ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☒ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer 11 x 17
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☐ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 30 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 2 - 4 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 30 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
2 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☒ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☒ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☐ Yes, depending upon the cost
- ☒ No

12. Other Comments or Suggestions:



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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
☐ Prime Contractor
☒ Sub Contractor
☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 5-10 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 0 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 15-20 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
☒ Yes
☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
5-10 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☒ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink-jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 5 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 50 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 100 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
15 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☒ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer *Kaplan*
- ☒ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 2 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 12 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 12-14 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
2 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☒ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☒ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink jet printer (up to 11"x17")
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:

offer plan downloads in Pdf format
to allow Contractors to print
whatever size they choose

~~PLEASE DO NOT WRITE IN THESE SPACES~~

(Adobe
Acrobat)



South Carolina
Department of Transportation

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 20-40 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? ~~20-40~~ per year. 20-30
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 70-80 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
20 times during the past 24 months.

Continued on back

RECEIVED DEC 15 2004



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☒ Large format (36" or greater) printer

* ~~BE~~ WOULD UP GRADE LATER TO LARGE FORMAT

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☐ T1 or better
- ☒ SATELLITE

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:

IT WOULD BE VERY HELPFUL TO BE ABLE TO "SCREEN" JOBS ON THE INTERNET. WE WOULD PROBABLY PRINT OUT SMALL PLANS, BUT WOULD PREFER TO PURCHASE PAPER PLANS WHEN ~~THAT~~ ARE HUNDREDS OF SHEETS. IT WOULD ALSO BE HELPFUL TO PRINT FULL SIZE SHEETS OF SELECTED PAGES (NOT ~~ALL~~ THE WHOLE SET) Digitized by South Carolina State Library



South Carolina
Department of Transportation

Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☐ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 8 to 10 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 12 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 30 to 40 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
2 or 3 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☒ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☒ ISDN
- ☐ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



South Carolina
Department of Transportation

Survey Questionnaire

SCDOT is in the beginning phases of implementing an Internet site to allow the downloading of plan sets for upcoming construction lettings. To help us determine how much this web site may be used and what features we should consider adding, please take the time to complete this questionnaire and return in the enclosed postage paid envelope. All responses will be kept confidential and no individual answers will be shared outside of SCDOT. You may also complete this survey online at: <http://www.surveymonkey.com/s.asp?u=66537756919>

1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 6 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 11 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 50-60 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
10 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☒ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☒ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☒ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



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Department of Transportation

Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 6 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 10 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 15 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
6 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☒ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☒ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:

- INCLUDE PROPOSAL AND DBE BOOK.
- PUT STANDARD DRAWINGS ON CD GOOD FOR ONE YEAR AND DON'T TRANSMIT MONTHLY ON INTERNET.



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Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor *most of time*
 - ☒ Sub Contractor *some times*
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 122 per year. *in S.C.*
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 81 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 16-24 per year.
5. During the past 24 moths, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
4 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☒ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

*I don't have a
11x17 printer. NCDOT
put plans on Internet
but they are too
hard to read or at
least use to be.*

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost *and how well it works.*
- ☐ No

12. Other Comments or Suggestions:



South Carolina
Department of Transportation

Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.

☐ Prime Contractor

☐ Sub Contractor

☒ Vendor (material supplier to bridge contractors)

2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? more than 25 per year.

3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? None per year.

4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? _____ per year.

5. During the past 24 moths, have you purchased a set of letting plans and then determined that you were not interested in the project?

☒ Yes

☐ No

6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?

18% times during the past 24 months.
of the

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☒ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:

Visit NJ Dot's web site for a good reference site for downloading drawings



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Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
☒ Prime Contractor } Both
☒ Sub Contractor }
☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 50 + per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 12 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 75 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
☒ Yes
☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
10/12 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☒ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☒ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



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Department of Transportation

Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.

- ☒ Prime Contractor
☒ Sub Contractor
☐ Vendor

2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 40 per year.

3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 40 per year.

4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 10 per year.

5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?

- ☒ Yes
☐ No

6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?

1 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☐ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



South Carolina
Department of Transportation

Survey Questionnaire

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SCDOT is in the beginning phases of implementing an Internet site to allow the downloading of plan sets for upcoming construction lettings. To help us determine how much this web site may be used and what features we should consider adding, please take the time to complete this questionnaire and return in the enclosed postage paid envelope. All responses will be kept confidential and no individual answers will be shared outside of SCDOT. You may also complete this survey online at: <http://www.surveymonkey.com/s.asp?u=66537756919>

1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 10-12 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 25-30 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 30-40 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
5 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☒ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 30 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 5 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 60 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
10 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☒ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☐ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☐ Yes, depending upon the cost
- ☒ No

12. Other Comments or Suggestions:



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Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 3 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 6-10 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 6-10 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
2 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☒ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☒ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink jet printer (up to 11" x 17" (ledger) size)
- ☐ Half scale (12" x 18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:

make plans available
to view/print with
adobe acrobat like the
specifications.



South Carolina
Department of Transportation

Survey Questionnaire

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1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☐ Prime Contractor
 - ☐ Sub Contractor
 - ☒ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 10 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 0 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 12 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
3 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☒ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☒ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



South Carolina
Department of Transportation

Survey Questionnaire

SCDOT is in the beginning phases of implementing an Internet site to allow the downloading of plan sets for upcoming construction lettings. To help us determine how much this web site may be used and what features we should consider adding, please take the time to complete this questionnaire and return in the enclosed postage paid envelope. All responses will be kept confidential and no individual answers will be shared outside of SCDOT. You may also complete this survey online at: <http://www.surveymonkey.com/s.asp?u=66537756919>

1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☐ Prime Contractor
 - ☒ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 20-30 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 4-5 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 250-300 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
12 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



South Carolina
Department of Transportation

Survey Questionnaire

SCDOT is in the beginning phases of implementing an Internet site to allow the downloading of plan sets for upcoming construction lettings. To help us determine how much this web site may be used and what features we should consider adding, please take the time to complete this questionnaire and return in the enclosed postage paid envelope. All responses will be kept confidential and no individual answers will be shared outside of SCDOT. You may also complete this survey online at: <http://www.surveymonkey.com/s.asp?u=66537756919>

1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☐ Prime Contractor
 - ☐ Sub Contractor
 - ☒ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 1-5 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 6-10 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 8-12 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
4 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☒ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☒ View on screen and then print only those that interest me
- ☐ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☒ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☐ Yes, depending upon the cost
- ☒ No

12. Other Comments or Suggestions:



South Carolina
Department of Transportation

Survey Questionnaire

SCDOT is in the beginning phases of implementing an Internet site to allow the downloading of plan sets for upcoming construction lettings. To help us determine how much this web site may be used and what features we should consider adding, please take the time to complete this questionnaire and return in the enclosed postage paid envelope. All responses will be kept confidential and no individual answers will be shared outside of SCDOT. You may also complete this survey online at: <http://www.surveymonkey.com/s.asp?u=66537756919>

1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☒ Prime Contractor
 - ☐ Sub Contractor
 - ☐ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? 5-8 per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? 8-10 per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 20-30 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
4-8 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☐ 16 – 20 sets of plans annually
- ☒ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☒ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☒ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☒ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☒ DSL / Cable
- ☐ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:



South Carolina
Department of Transportation

Survey Questionnaire

SCDOT is in the beginning phases of implementing an Internet site to allow the downloading of plan sets for upcoming construction lettings. To help us determine how much this web site may be used and what features we should consider adding, please take the time to complete this questionnaire and return in the enclosed postage paid envelope. All responses will be kept confidential and no individual answers will be shared outside of SCDOT. You may also complete this survey online at: <http://www.surveymonkey.com/s.asp?u=66537756919>

1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.
 - ☐ Prime Contractor
 - ☐ Sub Contractor
 - ☒ Vendor
2. About how many projects a year do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects? _____ per year.
3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)? N/A per year.
4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually? 20 per year.
5. During the past 24 months, have you purchased a set of letting plans and then determined that ~~you~~ you were not interested in the project?
 - ☒ Yes
 - ☐ No
6. If you answered YES to question #5, about how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?
3 times during the past 24 months.

Continued on back



7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

- ☐ I probably would not use the Internet to obtain my plans
- ☐ 1 – 5 sets of plans annually
- ☐ 6 – 10 sets of plans annually
- ☐ 11 – 15 sets of plans annually
- ☒ 16 – 20 sets of plans annually
- ☐ More than 20 sets of plans annually

Questions 8 – 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available.

8. Would you print the set of plans after downloading them or view them on the computer screen only?

- ☐ View on screen only
- ☐ View on screen and then print only those that interest me
- ☒ Print all plans that I download.

9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

- ☐ An office laser or ink jet printer
- ☒ Half scale (12"x18") capable laser or ink jet printer
- ☐ Large format (36" or greater) printer

10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

- ☐ Dial up
- ☐ ISDN
- ☐ DSL / Cable
- ☒ T1 or better

11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

- ☒ Yes, depending upon the cost
- ☐ No

12. Other Comments or Suggestions:

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Thursday, January 27, 2005

Results Detail [Show All Pages and Questions](#)[Export...](#)[View Summary >>](#)**Filter Results**

To analyze a subset of your data, you can create one or more filters.

[Add Filter...](#)**Total:** 2**Visible:** 2**Share Results**

Your results can be shared with others, without giving access to your account.

[Configure...](#)**Status:** Enabled**Reports:** Summary and Detail

Displaying 1 of 2



1

[Go](#)**Respondent Type:** Anonymous [Edit](#) / [Delete](#) this respondent**Email:** empty**Name:** empty**Custom Data:** empty**IP Address:** 206.228.161.3**Started Survey:** 12/27/2004 10:31:20 AM**Ended Survey:** 12/27/2004 10:33:06 AM**1. SCDOT - Survey Questionnaire**

1. 1. Do you consider yourself a Prime Contractor, Sub-Contractor, or Vendor for SCDOT construction projects? You may select more than one if you have different roles for different projects.

Prime Contractor

Sub Contractor

2. 2. About how many projects, a year, do you work as a Prime, Sub-Contractor, or Vendor for SCDOT construction projects?

Per Year - 8

3. If you answered Question 1 with "Prime Contractor", please answer question 3, if not, proceed to question 4. 3. About how many times a year do you submit bids on construction projects as the prime contractor (if applicable)?

Per Year - 25

4. 4. About how many sets of letting plans do you purchase from SCDOT's Engineering Publication office annually?

Per Year - 30

5. 5. During the past 24 months, have you purchased a set of letting plans and then determined that you were not interested in the project?

Yes

6. If you answered YES to question #5, please proceed to question 6, if not, proceed to question 7. 6. About how many times during the past 24 months have you purchased a set of plans and then determined that you were not interested in the project?

times during the past 24 months - 10

7. 7. If all upcoming letting plans were available on the Internet, how often would you download plan sets?

I probably would not use the Internet to obtain my plans

8. Questions 8 - 10 are applicable only if you intend to download one or more sets of plans from the Internet when they are available. 8. Would you print the set of plans after downloading them or view them on the computer screen only?

Empty

9. 9. If you intend on printing some or all of the plans that you download, what type printer/plotter would you use?

Empty

10. 10. What type of Internet access does your computer have? Please consider the computer that you intend to use when download letting plans.

T1 or better

11. 11. Would you be interested in purchasing a CD/DVD that contains all the monthly letting plans if one was available?

No

12. Other Comments or Suggestion:

Empty

Displaying 1 of 2 << >> 1

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Appendix B



**South Carolina
Department of Transportation**



SCDOT Construction Extranet Project



**Vendor Desktop Reference Guide
October 2004**



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About This Manual

The purpose of this manual is to provide basic instructions for SCDOT's external portal users (Vendors).

This manual is designed to show users how to perform a number of basic tasks within the Construction Extranet portal and is not intended for use by administrative personnel.

The objective is to assist users in learning to use the portal as well as provide an introduction to the basic features and principles of portal site navigation. This document is intended to serve as a desktop reference.

Content

This manual is divided into 5 sections:

Section	Purpose
Overview	This section provides a brief description of the portal.
Letting Plans	This section provides information on how to download Letting Plans.
Vendor Forum	This section provides information on how to add, search, and view Vendor Postings.
SiteXchange	This section provides information on how to upload and download SCDOT files.
Additional Information	This section provides a list of sources for additional help.



Construction Extranet Overview

The objective of this portal is to:

- Provide Vendors with access to documents associated with SCDOT Lettings
- Provide Vendors with information that is shared between Prime and Sub- Contractors in an electronic format
- Provide Prime Contractors access to the SiteXchange

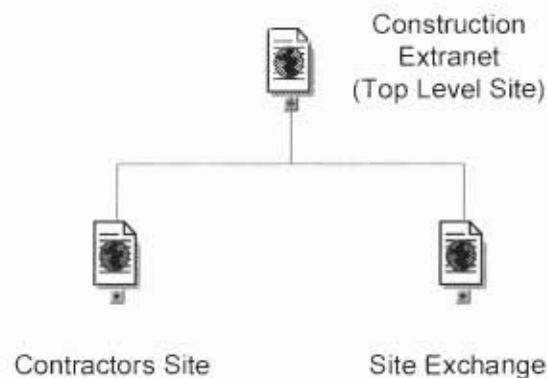


Figure 1 - Site Organization

All users must have the correct permissions in order to access the portal site. Upon granted access, a username and password will be given to each user. If the Portal Administrator has granted you access, but you are still experiencing problems logging in, please contact your companies help desk first then contact the Portal Administrator if your help desk determines it is not a problem with your computer.

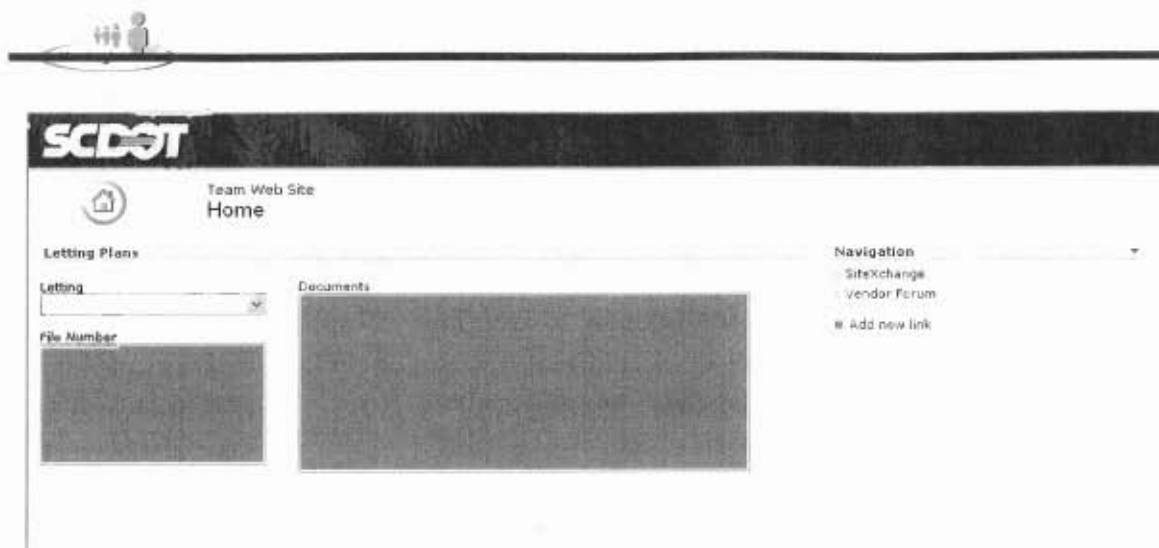


Figure 2 - SCDOT's Home Page

Access to the home page is available to all authorized site users.

Letting Documents

From the home page, users have the ability to download Letting Documents. To view a lettings document, complete the following steps:

1. Click the down arrow for the Lettings drop-down box to select a desired date.
2. The **File Number** box will be automatically populated as shown in the figure below.



Figure 3 - View Lettings

3. Single-click a file number and the Documents box will be automatically populated with all lettings documents associated with the selected file number.
4. Single-click the desired file and a download pop-up box will appear.

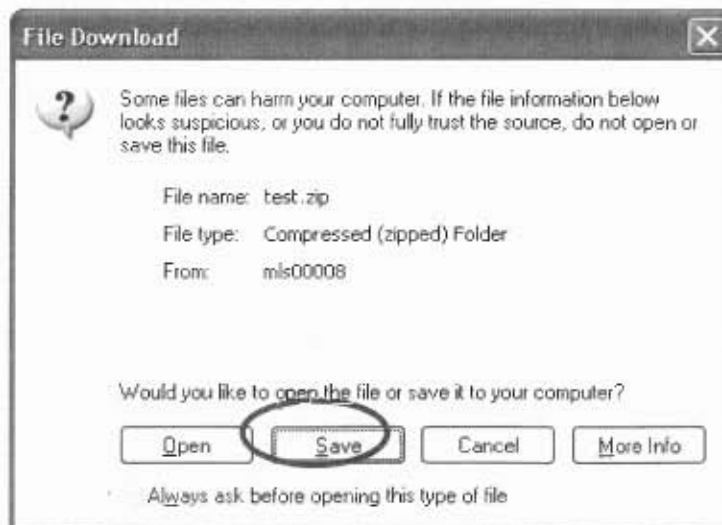


Figure 4 - Download Document



5. The user will then have the option to open or save the file. **SAVE THE FILE**—do not try to open it or the action will fail.
6. After the file has been saved, a blank screen is displayed. The user must click the **Back** button to return to Letting Plans.

IMPORTANT NOTE: Once a vendor has downloaded a document, a courtesy email will be sent to the vendor if an addendum is added to the document.

The vendor will then have the option of logging back into the Construction Extranet to download the addendum document.

Vendor Forum

Access to the Vendor Forum site is accessible to all authorized site users. To access the site, click the **Vendor Forum** link to the right of the home page under the heading, *Navigation*.

The Vendor Forum site home page is displayed as follows.



Figure 5 – Vendor Forum Home

From this page, users have the ability to perform the following actions:

1. Add Vendor Postings
2. Search Vendor Postings
3. View All Vendor Postings

The following paragraphs provide detailed instructions for performing the above mentioned actions.

Add Vendor Postings

To add a Vendor Posting, complete the following steps:

1. Click **Add Vendor Posting**. The following screen is displayed.



SCDOT

Add Vendor Posting

Add Vendor Posting

Categories

Letting Date:

File Number:

Region:

Description

Contact Information

Company:

Name:

Address:

Phone Number:

Email:

Navigation

- Letting Plans
- SiteExchange
- Add new link

Vendor Forum

- Add Vendor Posting
- Search Vendor Forum
- View All Postings
- Add new link

Figure 6 - Add Vendor Posting

2. Select a **Letting Date** only if the posting relates specifically to that entry. Otherwise, leave it blank so that the posting will relate to all lettings.
3. Select a **File Number** only if the posting relates specifically to that entry. Otherwise, leave it blank so that the posting will relate to all file numbers.
4. Select a **Region** only if the posting relates specifically to the region(s) selected. Otherwise, leave it blank so that the posting will relate to all regions.
5. Enter a description of the posting.
6. Enter all contact information.
7. Click **Add Posting**.

Search Vendor Postings

To search Vendor Postings, complete the following steps:

1. Click the **Search Vendor Postings** link. The following screen is displayed.

SCDOT

Search Vendor Forum

Search Vendor Forum

Letting Date: All

File Number: All

Region: All

Navigation

- Letting Plans
- Site/Exchange
- Add new link

Vendor Forum

- Add Vendor Posting
- Search Vendor Forum
- View All Postings
- Add new link

Search Postings

View All Postings

Figure 7 - Search Vendor Postings

2. If desired, the user can search by **Letting Date**, **File Number** and/or **Region**.
3. Click **Search Postings**.
4. Results are displayed on the next screen.

View All Vendor Postings

To view All Vendor Postings, simply click **View All Postings** from the Vendor Forum home page. Results are displayed on the next screen.

SiteXchange

The purpose of the SiteXchange is to provide a method for Bid Awardees to download construction site-related documentation and upload required forms.

In short, it serves as a resource that allows SCDOT personnel and the Prime Vendors to remotely exchange documentation.

Therefore, access to the SiteXchange is limited to authorized Primary Vendors and SCDOT users.

To access this site, click the **SiteXchange** link to the right of the home page under the heading, *Navigation*.

The SiteXchange Home page is displayed as follows.



Figure 8 - SiteXchange Home

From this site, authorized users have the ability to:

1. Upload SiteXchange Files
2. Download SiteXchange Files

The following paragraphs provide detailed instructions for performing the above mentioned actions.

Upload SiteXchange Files

To upload SiteXchange files to SCDOT, complete the following steps:

1. Click **Add New Document** under the section heading *Upload SiteXchange Files to SCDOT*. The following screen is displayed.

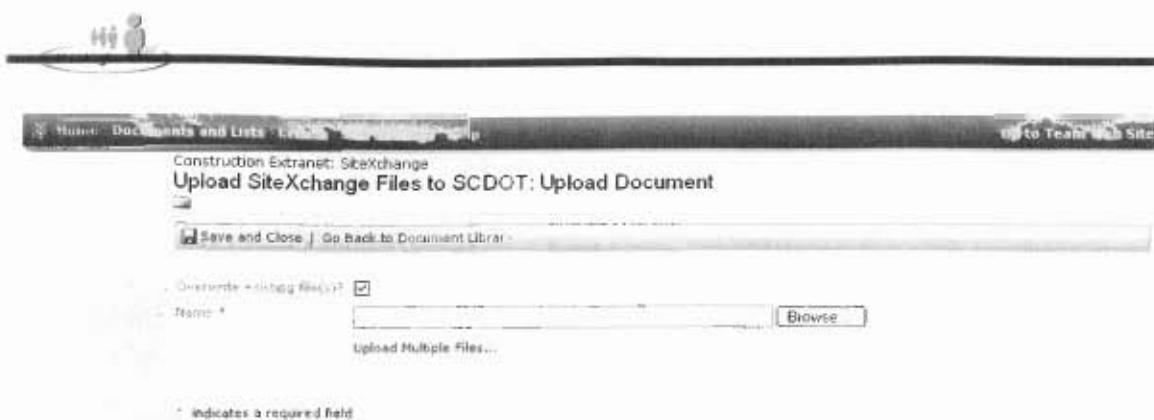


Figure 9 - Upload SiteXchange Files

2. Click the **Browse** button to navigate to the desired file. Or click the **Upload Multiple Files** link to upload multiple files at once.
3. Click **Save and Close**. **Note: Document is protected from viewing except by SCDOT.**
4. If you want to view and confirm that your file was uploaded, click the "Upload SiteXchange Files to SCDOT" link.



Figure 10 – Upload SiteXchange Files Link

5. Then click the "My Submissions" link on the left. Your submissions will be displayed as shown in figure 11.



Figure 11 – My Submissions



Download SiteXchange Files from SCDOT

To download SiteXchange files, complete the following steps:

1. Click the desired folder to display files as illustrated in the figure below and then click the file. A download pop-up box will appear.

Download SiteXchange Files from SCDOT

Type: Name

 sitesurvey (NEW)

Modified By

SPSAdmin

 Add new document

Figure 12 - Download SiteXchange Files

2. In the Download pop-up box, click **Save**.



Terms and Conditions

SCDOT Terms and Conditions can be viewed by clicking the Internet Disclaimer link located at the bottom of the site home page as shown in the figure below. By using the Construction Extranet site, you agree to these Terms and Conditions.

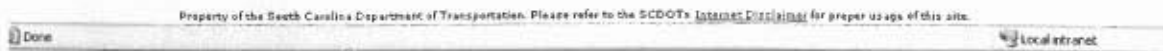


Figure 13 - Terms & Conditions

Appendix C



**South Carolina
Department of Transportation**



SCDOT Construction Extranet Project



**Administrative Desktop Reference Guide
October 2004**



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About This Manual

The purpose of this manual is to provide basic instructions for SCDOT's internal users (Contributors, and Administrators).

This manual is designed to show users how to perform a number of basic tasks within the Construction Extranet portal and is not intended for use by Vendors or Vendor personnel.

The objective is to assist users in learning to use the portal as well as providing an introduction to the basic features and principles of portal site navigation and customization. This document is intended to be a desktop reference.

Content

This manual is divided into 3 sections:

Section	Purpose
Overview	This section provides a brief description of the portal.
Construction Extranet Controls Home	This section provides a description and instructions for the functions available from the Home page.
Administration	This section describes the administrative functionality within the site.

Construction Extranet: Controls Home

<http://dbw.scdot.org:8080/controls>

The objective of this portal is to provide administrative and contributor functionality for SCDOT personnel. All users must have the correct permissions in order to access the portal site. Upon granted access, a username and password will be given to each user. If the Portal Administrator has granted you access, but you are still experiencing problems logging in, please contact your help desk or Portal Administrator.



Figure 1 – Construction Extranet Controls Page

From this page, users have the ability to perform the following actions:

1. Access Letting Documents Library
2. Access the Letting Upload Utility
3. View All Vendor Postings
4. Access Letting Plans
5. Access the Vendor Forum
6. Access the SiteXchange

The following paragraphs provide detailed instructions for performing the above mentioned actions.

Access Letting Documents Library

To access the Letting Documents Library, click the **Letting Document Library** link.

Delete Files

To delete a file, complete the following steps.

1. Click the **Letting Document Library** link from the Controls home page.
 - a. If you are an *administrator*, Click **Approve/Reject Items** link to the left of the page. The following screen will be displayed.

- b. If you are a *contributor*, click **My Submissions** to the left of the page. The following screen will be displayed.

Type Name	Modified	Created By	Modified By	Approval Status
5.108C Full Set (35 Sheets) (44 MB).zip	10/12/2004 12:54 PM	Stephen Knight	Stephen Knight	Pending
16.136B Full Set (36 Sheets) (26 MB).zip	10/12/2004 1:20 PM	Stephen Knight	Stephen Knight	Pending
40.610A Full Set (68 Sheets) (52 MB).zip	10/12/2004 1:27 PM	Stephen Knight	Stephen Knight	Pending
11.688 Full Set (644 Sheets) (647 MB).zip	10/12/2004 3:09 PM	Stephen Knight	Stephen Knight	Pending
13.133C-13.141C Full Set (43 Sheets) (40 MB).zip	10/12/2004 3:16 PM	Stephen Knight	Stephen Knight	Pending
13.143C-13.144C-13.150C Full Set (102 Sheets) (121 MB).zip	10/13/2004 6:56 AM	Stephen Knight	Stephen Knight	Pending
4.161B Full Set (14 Sheets) (8 MB).zip	10/13/2004 10:07 AM	Stephen Knight	Stephen Knight	Pending
41.105B Full Set (57 Sheets) (45 MB).zip	10/13/2004 10:11 AM	Stephen Knight	Stephen Knight	Pending
32.189B-40.183B-40.184B Full Set (15 Sheets) (5 MB).zip	10/13/2004 10:26 AM	Stephen Knight	Stephen Knight	Pending
7.13.2004	7/13/2004 8:15 AM	Stephen Knight	Stephen Knight	Pending

Figure 2 – Letting Plans Document Library

2. Click the down arrow next to the desired file and click **Edit Properties** as shown below (Although the files may look like folders, they are actually files in a compressed archive.) **Note: do not use the Delete option as shown below. Also, do not Delete or Edit Properties of folders which are shown at the bottom of the file list.**

Type Name	Modified	Created By	Modified By	Approval Status
5.108C Full Set (35 Sheets) (44 MB).zip	10/12/2004 12:54 PM	Stephen Knight	Stephen Knight	Pending
16.136B Full Set (36 Sheets) (26 MB).zip	10/12/2004 1:20 PM	Stephen Knight	Stephen Knight	Pending
40.610A Full Set (68 Sheets) (52 MB).zip	10/12/2004 1:27 PM	Stephen Knight	Stephen Knight	Pending
11.688 Full Set (644 Sheets) (647 MB).zip	10/12/2004 3:09 PM	Stephen Knight	Stephen Knight	Pending
13.133C-13.141C Full Set (43 Sheets) (40 MB).zip	10/12/2004 3:16 PM	Stephen Knight	Stephen Knight	Pending
13.143C-13.144C-13.150C Full Set (102 Sheets) (121 MB).zip	10/13/2004 6:56 AM	Stephen Knight	Stephen Knight	Pending
4.161B Full Set (14 Sheets) (8 MB).zip	10/13/2004 10:07 AM	Stephen Knight	Stephen Knight	Pending
41.105B Full Set (57 Sheets) (45 MB).zip	10/13/2004 10:11 AM	Stephen Knight	Stephen Knight	Pending

Figure 3 - Delete Item

3. The following screen will be displayed. Change the **expiration date** to **1/1/2000** then click the **Save and Close** button.

Construction Extranet: Letting Plans
Letting Plans: 5.108C Full Set (35 Sheets) (44 MB).zip
11.9.2004/05.108C

Items on this list require content approval. Your submission will not appear in public views until approved by someone with information on content approval.

[Save and Close](#) | [Delete](#) | [Check Out](#) | [Version History](#) | [Discuss](#) | [Edit in Microsoft Office FrontPage](#)

Name *

LettingDate * Enter date in M/D/YYYY format

FileNumber *

PublicationDate * Enter date in M/D/YYYY format

ExpirationDate * Enter date in M/D/YYYY format

Addendum ☐

Title

* Indicates a required field

Figure 4 – Edit File Properties for Deletion

Please note that this process can only be performed by an administrator or a contributor.

Access Letting Upload Utility

To access the Letting Upload Utility complete the following steps:

1. From the **Controls** page (see Figure 1 – Construction Extranet Controls Page), click on **Letting Upload Utility**.
2. The following page is displayed.

Letting Upload Utility

Modify Shared Page

Letting Plans Upload

Upload All Files

Letting Date

File Number

Publication Date 6/17/2004

Expiration Date

Addendum ☐

File

Browse...

Add File

☒ test.doc

☐ Test1.doc

☐ Test2.doc

Remove Selected File(s)

Navigation

- Home
- SiteXchange
- Vendor Forum
- Add new link

Figure 5 - Letting Upload Utility

Upload a Single File or Multiple Files for a Letting

1. Map a drive letter to \\206.XX.XXX.XX\Your_User_ID (Replace "Your_User_ID" with the user ID you use to login in).
2. Copy the ZIP file(s) containing the letting plan PDF to your mapped drive. This is only for contributors.
3. From the Controls home page, click the **Letting Upload Utility** link and the following page is displayed. The files you copied from step 2 will be displayed in the list of files. If you need to remove any of them, check the box beside the file name then click **Remove Selected File(s)**.

Figure 6 - Upload Letting

4. Enter the **Letting Date** and press the TAB key.
5. Enter the **File Number** and press the TAB key.
6. The **Publication Date** is automatically set to the current date, but it can be modified if necessary.
7. The **Expiration Date** is automatically set based on the letting date, but it can be modified if necessary. *Please note that if you change the Letting Date, the Expiration Date will be updated as well.*
8. Click the button.

Posting an Addendum

To Post an Addendum, complete the following steps:

1. Follow steps 1-7 of *Upload a Single File or Multiple Files for a Letting*.
2. Place a check mark in the **Addendum** field.
3. Click the button.

If a vendor has viewed a document within a specific File Number (when an addendum is loaded to that File Number), an email will be sent notifying the vendor that a new addendum is available for that file number. A copy of this email will also be sent to SCDOT's **D8Construction Extranet** email group.

The vendor will then have the option of downloading only the addendum document.

View All Vendor Postings

To view all vendor postings, click the **View All Vendor Postings** link from the home page. The postings are displayed on the next screen.

Delete Vendor Postings (Administrators Only)

To Delete Vendor Postings, edit the dbo_ConstructorPostings SQL table using CExtranet.mdb

Access Letting Plans

From the home page (<http://dbw.scdot.org:8080>), users have the ability to download Letting Documents. To view a lettings document, complete the following steps:

1. Click the down arrow for the Lettings drop-down box to select a desired date.
2. The **File Number** box will be automatically populated as shown in the figure below.

The screenshot shows the SCDOT Team Web Site Home page. At the top is the SCDOT logo. Below it is a navigation bar with a home icon and the text 'Team Web Site Home'. The main content area is titled 'Letting Plans'. It features a 'Letting' dropdown menu with '6/1/2004' selected. Below this is a 'File Number' box containing '02-254'. To the right of the 'File Number' box is a 'Documents' box containing the text '21.1398 Full Size Plans (340MB).zip'. On the far right, there is a 'Navigation' section with links for 'Site/Change', 'Vendor Forum', and 'Add new link'.

Figure 7 - View Lettings

3. Single-click a file number and the Documents box will be automatically populated with all lettings documents associated with the selected file number.
4. Single-click the desired file and a download pop-up box will appear.

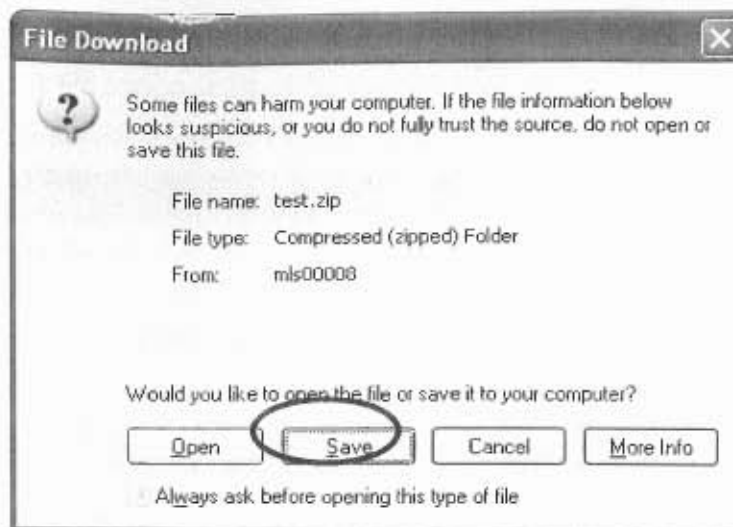


Figure 8 - Download Document

5. The user will then have the option to open or save the file. **SAVE THE FILE**—do not try to open it or the action will fail.

IMPORTANT NOTE: Once a vendor has downloaded a document, a courtesy email will be sent to the vendor if an addendum is added to the document. The vendor will then have the option of logging back into the Construction Extranet to download the addendum document.

Access the Vendor Forum

Access to the Vendor Forum site is accessible to all authorized site users. To access the site, click the **Vendor Forum** link to the right of the home page under the heading, *Navigation*.

The Vendor Forum site home page is displayed as follows.



Figure 9 – Vendor Forum Home

From this page, users have the ability to perform the following actions:

1. Add Vendor Postings

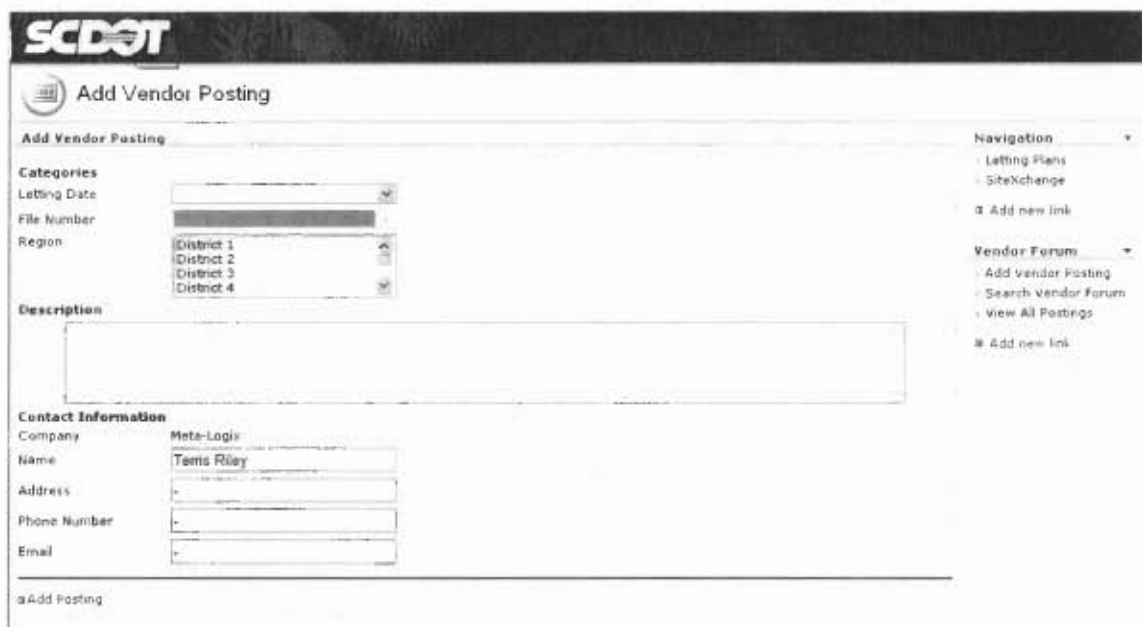
-
- 
2. Search Vendor Postings
 3. View All Vendor Postings

The following paragraphs provide detailed instructions for performing the above mentioned actions.

Add Vendor Postings

To add a Vendor Posting, complete the following steps:

1. Click **Add Vendor Posting**. The following screen is displayed.



The screenshot shows the SCDOT 'Add Vendor Posting' web form. The form is titled 'Add Vendor Posting' and includes a navigation menu on the right. The main form area contains the following sections:

- Categories:** Includes dropdown menus for 'Letting Date', 'File Number', and 'Region'. The 'Region' dropdown is currently open, showing options: 'District 1', 'District 2', 'District 3', and 'District 4'.
- Description:** A large text area for entering the posting description.
- Contact Information:** Includes input fields for 'Company' (pre-filled with 'Meta-Logix'), 'Name' (pre-filled with 'Tennis Riley'), 'Address', 'Phone Number', and 'Email'.

At the bottom left of the form is a button labeled 'Add Posting'. The right-hand navigation menu includes links for 'Letting Plans', 'SiteXchange', 'Add new link', 'Vendor Forum', 'Add Vendor Posting', 'Search Vendor Forum', 'View All Postings', and 'Add new link'.

Figure 10 - Add Vendor Posting

2. Select a **Letting Date** only if the posting relates specifically to that entry. Otherwise, leave it blank so that the posting will relate to all lettings.
3. Select a **File Number** only if the posting relates specifically to that entry. Otherwise, leave it blank so that the posting will relate to all file numbers.
4. Select a **Region** only if the posting relates specifically to the region(s) selected. Otherwise, leave it blank so that the posting will relate to all regions.
5. Enter a description of the posting.
6. Enter all contact information.
7. Click **Add Posting**.

Search Vendor Postings

To search Vendor Postings, complete the following steps:

1. Click the **Search Vendor Postings** link. The following screen is displayed.

The screenshot shows the SCDOT Search Vendor Forum interface. At the top is the SCDOT logo. Below it is the title 'Search Vendor Forum'. There are three search criteria: 'Letting Date' with a dropdown menu set to 'All', 'File Number' with a dropdown menu set to 'All', and 'Region' with a dropdown menu set to 'All'. Below these is a 'Search Postings' button and a 'View All Postings' link. On the right side, there is a 'Navigation' dropdown menu with options: 'Letting Plans', 'SiteXchange', and 'Add new link'. Below that is a 'Vendor Forum' dropdown menu with options: 'Add Vendor Posting', 'Search Vendor Forum', 'View All Postings', and 'Add new link'.

Figure 11 - Search Vendor Postings

2. If desired, the user can search by **Letting Date**, **File Number** and/or **Region**.
3. Click **Search Postings**.
4. Results are displayed on next screen.

View All Vendor Postings

To view All Vendor Postings, simply click **View All Postings** from the Vendor Forum home page. Results are displayed on the next screen.

Access the SiteXchange

The purpose of the SiteXchange is to provide a method for Bid Awardees to download construction site-related documentation and upload required forms.

In short, it serves as a resource that allows SCDOT personnel and the Prime Vendors to remotely exchange documentation. Therefore, access to the SiteXchange is limited to authorized Primary Vendors and SCDOT users.

To access this site, click the **SiteXchange** link to the right of the home page under the heading, *Navigation*.

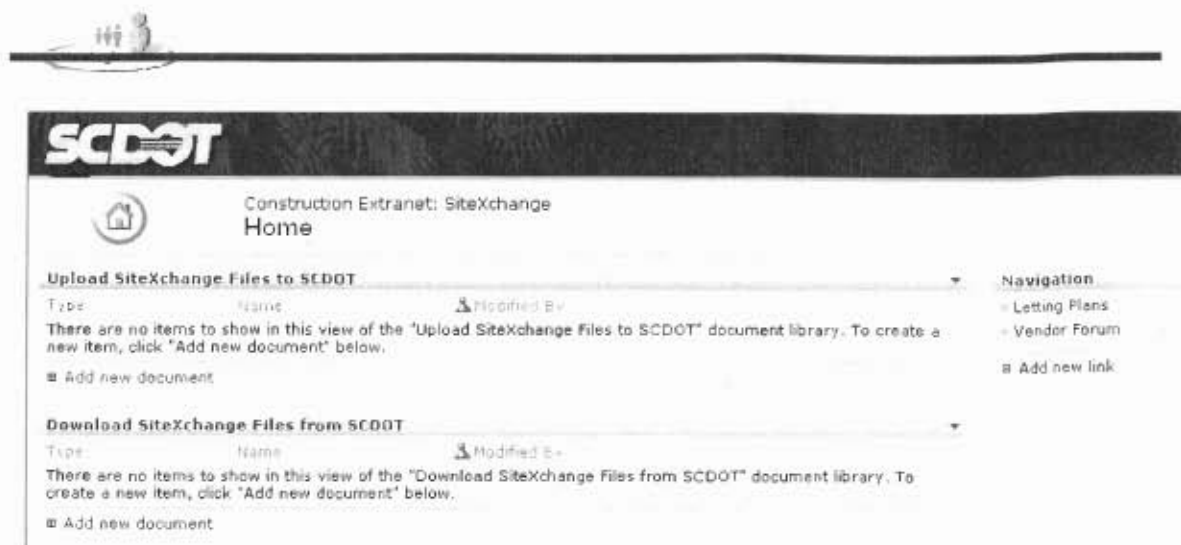


Figure 12 - SiteXchange Home

From this site, SCDOT users have the ability to:

1. Upload SCDOT SiteXchange Files
2. Download Vendor SiteXchange Files

The following paragraphs provide detailed instructions for performing the above mentioned actions.

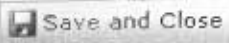
Upload SCDOT SiteXchange Files

To upload SCDOT SiteXchange files, complete the following steps:

1. Click the **Download SiteXchange Files from SCDOT** text highlighted in blue (see figure 12 above). The following screen will be displayed.



Figure 13 – Upload SiteXchange Files

-
2. If you need to create a folder:
 - a. Click **New Folder** (see figure 13)
 - b. Enter a folder name
 - c. Click the  button.
 3. To Add a new document, navigate to the folder you wish to place the file then:
 - a. Click **Upload Document** (see figure 13)

The following screen is displayed:

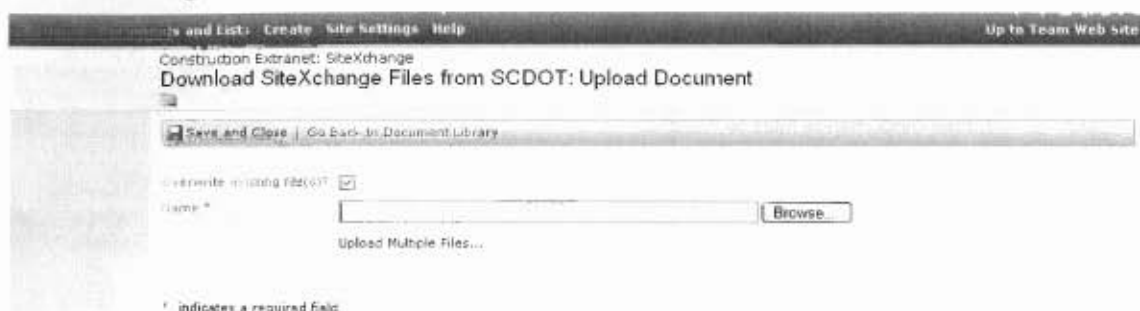
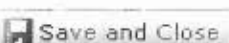


Figure 14 - SCDOT SiteXchange Upload

- b. Click the **Browse** button to navigate to the desired file. Or click the **Upload Multiple Files** link to upload multiple files at once
- c. Click the  button.

Note: The **Download SiteXchange Files from SCDOT** is used as a repository for vendors to acquire files from SCDOT.

Note: *Documents are available for viewing by all Prime Vendors.*

Download Vendor SiteXchange Files

To download Vendor SiteXchange files, SCDOT personnel should complete the following steps:

1. From the SiteXchange page (see Figure 12 - SiteXchange Home), click the heading **Upload SiteXchange Files to SCDOT**.

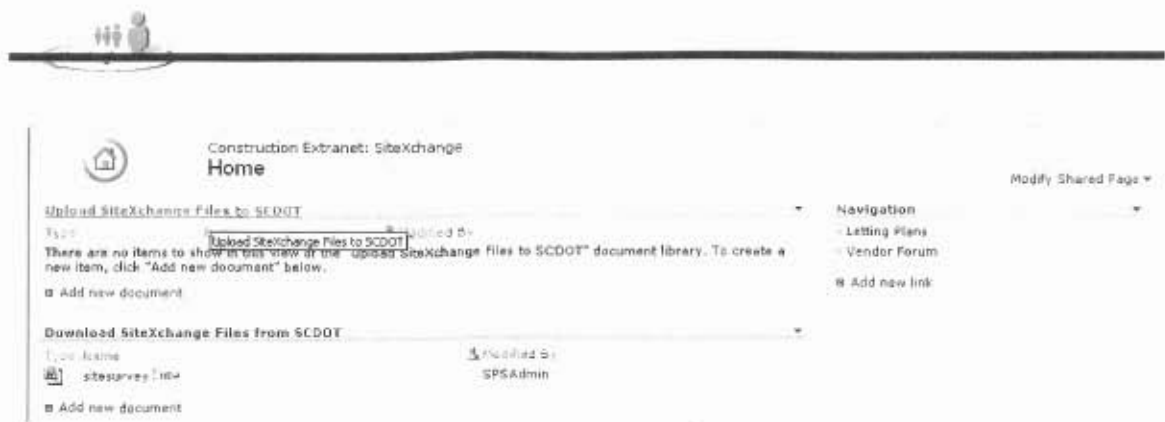


Figure 15 - Download Vendor SiteXchange Files

The following screen is displayed.



Figure 16 – Vendor Files Repository

2. Click the **Approve/reject Items** button to the left of the page. The following screen is displayed.



Figure 17 - Vendor File List

3. This list will contain ALL of the files that the vendors have uploaded. To acquire a specific file, right-click on the desired file name to save the file.

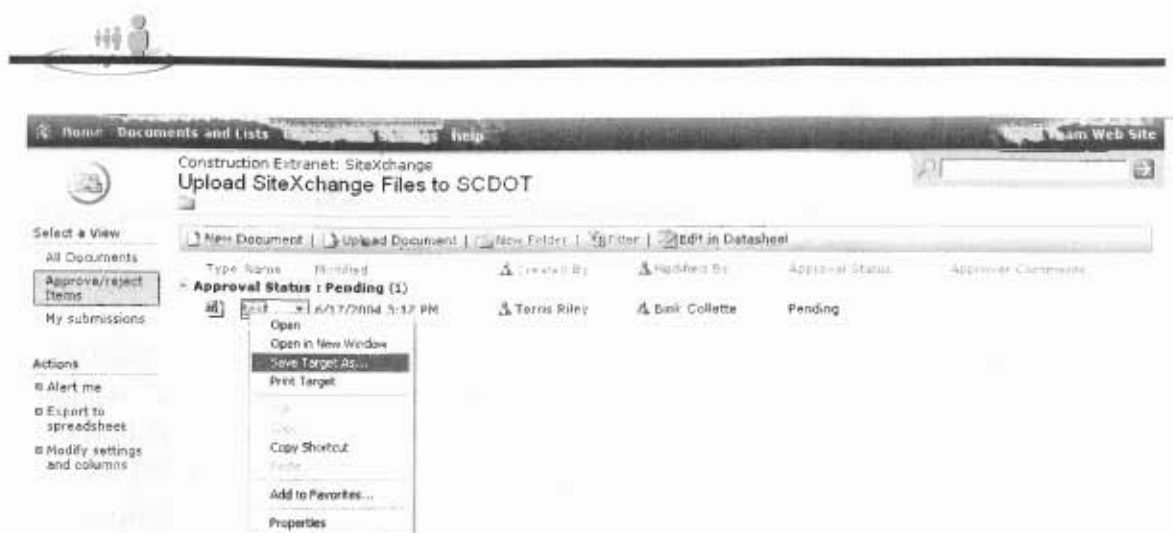


Figure 18 - Saving Vendor Files

4. To save the file in the desired location, click on **Save Target As....**
5. After the file is downloaded to your computer, it is no longer needed in the Portal. Click the down arrow next to the file and click **Delete** as shown below.




Figure 18 – Delete Vendor Files

Adding New Users

To add a new user to the Construction Extranet, the following items must be completed in order:

1. User requests access through email or the SCDOT's website. Request is forwarded to Construction Extranet Administrators. Currently the website form generates an email to Brian Parnell and Wanda Webb. The following information **must** be obtained to generate a Construction Extranet userid:
Company Name, Address, City, State, Zip, Contact Person, Phone Number, and Email Address.
2. Administrators review request. If approved:
 - a. Assign a User-id
 - b. Assign role for User (SCDOT Viewer, Contractor, SiteXchange, Contributor, Administrator)
 - c. Enter all information into dbo_users SQL table using cextranet.mdb as a link.
 - d. Send an email to Todd Anderson, Jay Corley, and Sherron Harmon requesting that the user be setup in the Internet. Include their name and User-id. They will obtain the users other information (e.g., email address) from the dbo_users table.
 - e. When the account has been created, Todd, Jay, or Sherron will email Brian or Wanda the user's initial password.



SCDOT Terms and Conditions can be viewed by clicking the Internet Disclaimer link located at the bottom of the site home page as shown in the figure below. By using the Construction Extranet site, you agree to these Terms and Conditions.

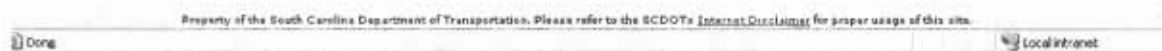


Figure 20 - Terms & Conditions